

Minutes
Twin Cities Area Transportation Study
Technical Advisory and Policy Committees

October 15, 2007

10:00 A.M.

Southwest Michigan Regional Airport

MEMBERS PRESENT:	<p>Brian Berndt, Berrien County Road Commission Bill Brown, NIRPC (ex officio) John Chaddock, SW Michigan Regional Airport Chris Cook, City of Benton Harbor Ron Griffin, St. Joseph Charter Township John Gruchot, Berrien Co. Planning Dept Walter Heritz, Berrien Co. Planning Commission Robert Judd, City of St. Joseph Jason Latham, MDOT, Southwest Region Ray Lenze, MDOT, Statewide Planning Larry Merritt, St. Joseph Charter Township Louise Price, Benton Charter Township Bill Purvis, Twin Cities Area Transportation Authority Gary Soper, Benton Charter Township, TAC Chairman Dick Stauffer, Lincoln Charter Township</p>
MEMBERS ABSENT:	<p>Aaron Anthony, City of Bridgman Mickey Bennett, Sodus Township R.J. Burkholz, Berrien County Road Commission Todd Gardner, Village of Stevensville John Gast, Lake Charter Township Sarah Koepke, Federal Highway Admin (ex officio) Charles Kormanik, Village of Shoreham Fred Featherly, MDOT - Multi-Modal Services Dwight Pete Mitchell, City of Benton Harbor Debra Panozzo, Berrien County Commission Burt Pearson II, Village of Shoreham Representative, Cornerstone Alliance Robert Rusch, Michigan Department of Environmental Quality Brad Sharlow, MDOT Planning Terrie Smith, Lincoln Charter Township Paul South, MDOT/TSC, Coloma Steve Tilly, Royalton Township Bill Wheeler, Federal Transit Administration Donna Wittl, MDOT Planning Sarah Woolcock, MDOT – Coloma TSC Tim Zebell, City of St. Joseph</p>
SWMPC STAFF PRESENT:	<p>Kelly Getman-Dissette Rachael Tupica</p>
OTHERS PRESENT:	

1. CALL TO ORDER:

Chairman Judd called the meeting to order at 10:05 A.M.

2. MINUTES OF AUGUST 20, 2007:

- Motion by Heritz, seconded by Stauffer, to approve the minutes of the August 20, 2007 TAC meeting. Motion approved.

3. STAFF REPORT:

- **SE Data Update** – Tupica reported that an initial visit with St. Joseph Township to verify socioeconomic data revealed many items that required correction. Therefore, an employment location verification process was initiated by SWMPC staff. This process is now complete and visits with local units of government will resume. It is expected that base year data will be ready for TwinCATS approval at the November meeting.
- **LRP Update** – Tupica and Getman-Dissette have been actively involved in researching other long range plans in order to effectively update the TwinCATS LRP. A draft table of contents has been established, and work has begun to fill in the plan content.

4. PROJECT UPDATES:

- There were no updates, but Lenze reminded the group to get old projects moving.

5. OLD BUSINESS:

- None

6. NEW BUSINESS:

- **Bylaws Membership Committee Report** – Stauffer presented a summary of the work of the bylaws subcommittee. Some new members have been added. These include: Southwest Michigan Alliance for Recreational Trails, CSX and Amtrak (consultation only), Berrien Bus, Human Services Collaborative Council, Drain Commissioner, Berrien County Intermediate School District (ISD), Chambers of Commerce and Tourist Councils (consultation only), and Mr. G's (private provider). As in the past, each voting entity will receive one vote. Cook questioned why voting membership would be offered to the ISD and Drain Commissioner. It was explained that these entities were considered to have technical expertise and would be asked to join only the TAC, and that offering a vote was a way to incentivize attendance/participation.

Getman-Dissette explained that the next step would be to send a letter to each entity asking for participation. Each entity will be asked to provide the name and contact information for an appointed committee member and an alternate. When responses have been received, the bylaws will be updated to reflect the membership changes.

Stauffer made a motion, supported by Griffin, to accept the subcommittee report as presented and allow staff to proceed with contacting the members listed. Motion approved.

- **FY 2008 and 2009 CMAQ Projects** – Getman-Dissette reviewed the list of FY 2008 and 2009 CMAQ projects. The projects have been submitted to MDOT and could be ready to amend into the TIP at the November meeting. There were some questions and general discussion on the non-motorized projects because CMAQ has not typically been used to fund this type of project in the TwinCATS area.

7. PUBLIC COMMENTS:

- None

8. PRIVILEGE OF THE FLOOR:

- Lenze reported that the FY 2006-08 TIP will be valid through December. Therefore, if TIP amendments are made prior to December, we must update both the '06-08 and '08-11 TIPs.

9. ADJOURNMENT: 11:40 am

- Next meeting is November 19, 2007